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27 May 1987

MEMORANDUM FOR: See Distribution

FROM: George V. Lauder  
Director of Public Affairs

SUBJECT: New Assignments in Public Affairs

For your information, we have made some changes in the assignments of our officers in Public Affairs and I wanted to inform you and the members of your staffs as appropriate about the officers and their responsibilities.

[redacted] is appointed Coordinator for Academic Affairs, Public Affairs Office. [redacted] will be responsible for the following activities:

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- Facilitating relations between CIA and the academic community, to include maintaining records of contacts, continuing relationships, scholars-in-residence, officers in full-time academic training, requests for appearances, attendance at academic or professional conferences and meetings.
- Providing unclassified advice, support and assistance, where appropriate, to academics or academic institutions that request information about CIA and intelligence.
- Providing support and advice to Agency officers for making public presentations, handling questions or discussions, and for avoiding problems with press, demonstrators or academic officials.
- Providing lectures on intelligence, its role in policymaking, and related topics to students and faculty at academic institutions, participating in seminars and conferences related to intelligence, as well as researching and writing materials on the intelligence profession for presentation and publication.
- Preparing weekly reports for the DCI, DDCI, EXDIR and other senior officials on public appearances of Agency personnel.
- Providing periodic reports to Agency personnel about professional meetings and conferences, and maintaining information about such activities for Agency use.

Inquiries or information about any of the above matters may be directed to

Coordinator for Academic Affairs  
1016 Ames Building

Public Affairs Officer, is responsive to requests from Agency components and outside groups for classified and unclassified briefings, as appropriate, about the intelligence process, the CIA, and the Intelligence Community for such audiences as:

- military and other government groups,
- academic and business groups, and
- other groups or individuals as appropriate.

He is available to provide advice and support to Agency officers making public appearances. He serves as alternate to the Coordinator for Academic Affairs in all his responsibilities and can be reached on He is also located in 1016 Ames Building.

George V. Lauder

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